

# MINUTES

## QUADCO COUNCIL MEETING

August 26th, 2021  
 10:00 a.m. to 12:00 p.m.  
 Via Webex

### 1. WELCOME/ROLL CALL

Todd O'Brien called the meeting to order at 10:00 a.m. Roll call was completed, and quorum established.

### 2. MEETING MINUTES

Todd O'Brien presented the minutes from the May 13th, 2021, QuadCo Council Meeting.

ACTION: City of Ritzville representative made a motion to approve the minutes as circulated. City of Lind representative seconded the motion. Motion passed unanimously by voice vote.

### 3. UNIFIED PLANNING WORK PROGRAM (UPWP)

Todd O'Brien updates on UPWP for fiscal year 2019-2021

#### a. 2019 – 2021 – Project Updates

Project Sponsors for Town of Lind, City of Ellensburg, City of Davenport, and City of Othello were asked to present an update on the status of project:

MEMBER AGENCY & PROJECT	UPWP FUNDS REQ.	MEMBER AGENCY MATCH	TOTAL PROJECT	TOTAL EXPENDED THROUGH 4-29-2021	REMAINING BALANCE
Lind Transportation Plan <i>Completed Plans and deliverables- sending deliverable into Adams or Kittitas County.</i>	\$55,000	\$0	\$55,000	\$21,369.48	\$33,630.52
Ellensburg Bridge Load Rating Updates <i>Project Complete and Submitted</i>	\$34,000	\$5,000	\$39,000	\$29,343.84	\$4,656.16
Davenport First Street Stream Crossing Feasibility Study <i>First Street Complete and Submitted</i>	\$35,000	\$2,900	\$37,900	\$35,000.05	(\$0.05)
Othello Stop Sign Installation Evaluation <i>Project Complete. Costs and final documents submitted to Lead Agency</i>	\$18,000	\$2,000	\$20,000	\$23,065.82	\$(5,065.82)
Cle Elum Railroad Street Expansion <i>-not present-</i>	\$8,910	\$2,970	\$11,880	\$0	\$8,910

**CHAIRMAN:**  
**Todd O'Brien**, Director  
 Adams County Dept. of Public Works  
 210 West Alder  
 Ritzville, WA 99169  
 (509) 659-3276

**LEAD AGENCY:**  
 Kittitas County  
 Department of Public Works  
 411 N. Ruby St. Suite #1  
 Ellensburg, WA 98926  
 (509)962-7523

# QUADCO RTPO

Quad County  
 Regional Transportation Planning Organization

Davenport ADA Transition Plan <i>Budget done, and continuing field work. Should submit next month. Will meet deadline and expend all funds.</i>	\$15,000	\$1,800	\$16,800	\$0	\$15,000
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Todd O'Brien noted that all projects closed on June 30<sup>th</sup>, 2021.

**b. 2021 – 2023 – Project Updates, Kittitas County (Lead Agency)**

MEMBER AGENCY	PROJECT	UPWP FUNDS REQUESTED	MEMBER AGENCY MATCH	TOTAL PROJECT	FUNDS PROPOSED	RANK
City of Othello	Active Transportation Plan	\$30,000	\$0	\$30,000	\$30,000	1
City of Davenport	Highway 2 Pedestrian Safety Evaluation and Analysis	\$40,500	\$4,500	\$45,000	\$40,500	2
City of Almira	Almira Transportation Plan	\$55,774	\$0	\$55,774	\$55,774	2
City of Ritzville	Ritzville/SR261 Shared Use Path Extension Study Report	\$75,000	\$5,000	\$80,000	\$0	4
City of Electric City	Crest Ave and Electric Blvd Intersection Treatment Study	\$19,362	\$0	\$19,362	\$0	5

Josh Fredrickson Presented project ranks for funding and distribution of \$160,000 budget. The funding can support the top 3 ranked projects: City of Othello, City of Davenport, and City of Almira.

Todd O'Brien suggested that the remaining \$33,700 budgeted be used to partially fund the first phase of the project for City of Ritzville. City of Ritzville needs project approval to be completed in phases from their City Council. More information and feedback from Ritzville will be presented at December 2<sup>nd</sup> Quadco meeting.

Lincoln County Motions to Approve allocation of funding to first 3 projects: City of Othello, City of Davenport, and City of Almira. City of Othello seconding the motion

**ACTION:** Approved

**4. FEDERAL PROGRAM TARGET DELIVERY TRANSPORTATION ALTERNATIVE (TA) AND STBG SET-ASIDE PROGRAM PROJECTS/CARRYFORWARD STPE FUNDS**

Project Sponsor for Town of Reardan provided update on the status of their project.

STBG Set-aside Projects			STGB Set-aside Funding Allocation by Federal Fiscal Year					Federal Funds Total
Project Title	Agency	Funding Type	2017	2018	2019	2020	2021	
Ballfields Safe Pathway (Phase 2)	Reardan, Town of	Rural	Available IF additional or other funds become available			\$58,449	\$434,017	
		<b>Total</b>				<b>\$58,449</b>	<b>\$434,017</b>	<b>\$492,466</b>

It was reported that the project is on the cusp of obligating funds.

**5. FEDERAL PROGRAM TARGET DELIVERY & STBG SET-ASIDE PROGRAM**

Agency Representatives presented status of their project.

Agency	Urban/Rural	Project	Total STBG Project Funds Requested
Ellensburg <i>Obligated funds this month, 2023 construction and completion anticipated</i>	Urban	Pfenning Rd. Shared Use Pathway	\$403,011
Othello <i>Submitted PE, Design moving forward. Construction Spring 2022</i>	Urban	Lions Park	\$259,500
Davenport <i>2022 Construction</i>	Rural	Davenport Sports Complex Rec Trail Phase 2	\$323,550
Soap Lake <i>Not present for update</i>	Rural	Daisy Street SR-17 Sidewalk Improvements Phase 1	\$261,250

**6. 4-COUNTY HST PLANNING COMMITTEE UPDATE**

Josh Fredrickson, Kittitas County  
 Update needed to the HSTP to be completed in 2022.

**7. LEAD AGENCY UPDATE**

Josh Fredrickson, Kittitas County  
 Grant County, Kittitas County and jurisdictions within those counties must meet GMA

requirements for federal funding. Please submit transportation element or certification application to Lead Agency.

## **8. I-90 CAPACITY-STEER I-90 COALITION**

Nicole Ogan, Kittitas County, gave background of STEER I-90 Coalition.

Currently I-90 from Exit 70 to Exit 85 needs improvements primarily widening from 2 lanes to 3 lanes to relieve congestion.

Josh Fredrickson, Kittitas County, emphasized the impact I-90 traffic back-up has on rural I-90 bypass roads. Kittitas County asks for the I-90 capacity improvement project to be included on RTIP.

City of Ellensburg made a motion to include the I-90 Improvements on RTIP. City of Moses Lake seconded the motion.

ACTION: Motion Approved.

## **9. PROJECT RANKING**

Josh Fredrickson, Kittitas County Requests for direction on committee members ranking their own projects. Othello Representative stated that in the past if your project was submitted, then you did not rank it and it was statistically balanced in a way to account for the absence.

More information will be delivered to Kittitas County (Lead Agency) when Troy returns, and ranking options will be presented to the Ranking Committee for review, and proposal at a future meeting.

## **10. ELECTION OF QUADCO CHAIR AND CHAIR PRO-TEM FOR STATE FISCAL YEAR 2022**

Todd O'Brien, Chair, Requested Nominations for Chair. City of Ritzville Nominates Josh Fredrickson, Kittitas County Lead Agency. Lincoln seconds nomination. All vote in Favor of Nomination. Motion Approved.

ACTION: Josh Fredrickson, Chair

Todd O'Brien opens nominations for Chair Pro-Tem. Ritzville Nominates Nicole Ogan, Kittitas County. Lincoln County motioned to close nominations followed by City of Othello seconding.

All vote in favor.

*CHAIRMAN:*  
**Todd O'Brien**, Director  
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*LEAD AGENCY:*  
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ACTION: Nicole Ogan, Chair Pro-Tem

## **11. REGIONAL WSDOT PLANNING OFFICES AND HEADQUARTERS**

Josh Fredrickson, Kittitas County asks WSDOT representatives for regional updates:

**South Central Region** -I-90 Phase 3 detour and preparation for rebuild of Easton to Cabin Creek

**North Central Region**- No update

**Eastern Region**- Update on Federal Funding for the region and distribution of funds. Discussion was held resulting in possible formation of a group to represent entities and distribute funds

## **12. NEW BUSINESS**

Josh Fredrickson, Kittitas County.

Agencies need to submit transportation improvement projects (TIP) through SAW (Secure Access Washington) for QUADCO. The deadline is September 30<sup>th</sup>, 2021, for 2022 TIP. Lead Agency has directions for the website if agencies need additional help submitting. Any TIP submissions received after the deadline will have to be amended in January.

## **13. NEXT QUADCO MEETING**

Thursday, December 2<sup>nd</sup>, 2021  
10 a.m. to 12 p.m.  
Location/type TBD

## **14. ADJOURN**

Meeting adjourned at 11:15am